

# RTC Connect Training Aid

## Adding Groups and Locations to the database

In this training aid you will learn how to add groups and locations to your RTC Connect database.

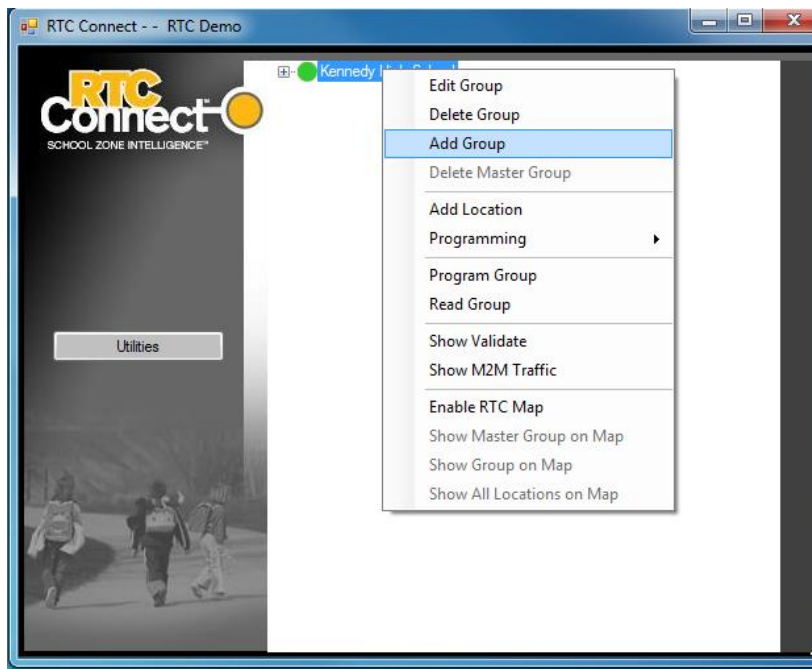
### Objectives:

1. Add a Group
2. Add a Location

### Step 1

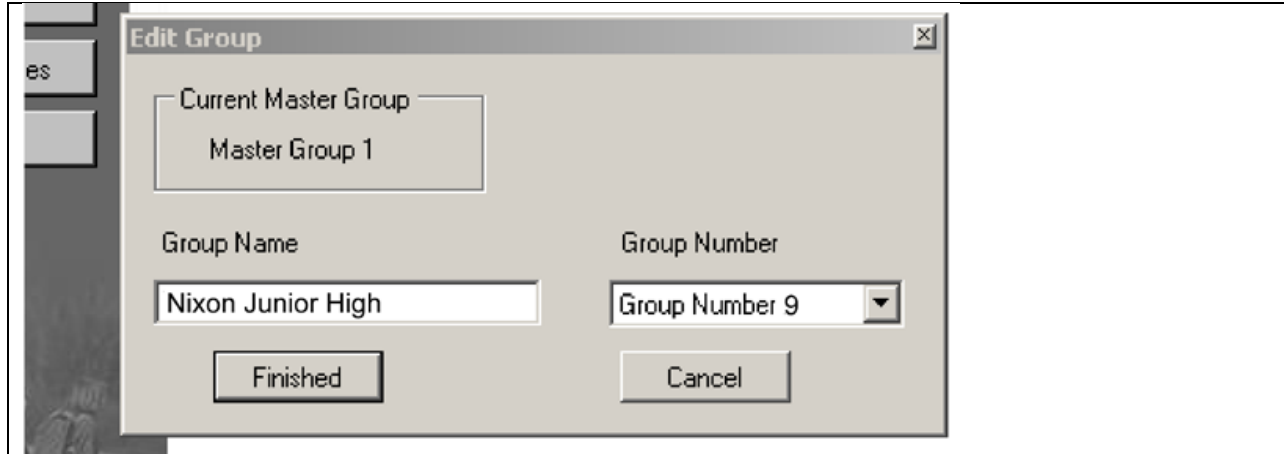
A group is a collection of time switches that all have the same calendar and programming. Typically users place each school in a group. All the time switches associated with this school are added to this Group.

From the main screen, right click 'Add Group' to bring up the box shown below:



Click 'Add Group,' and the following dialog box will appear:

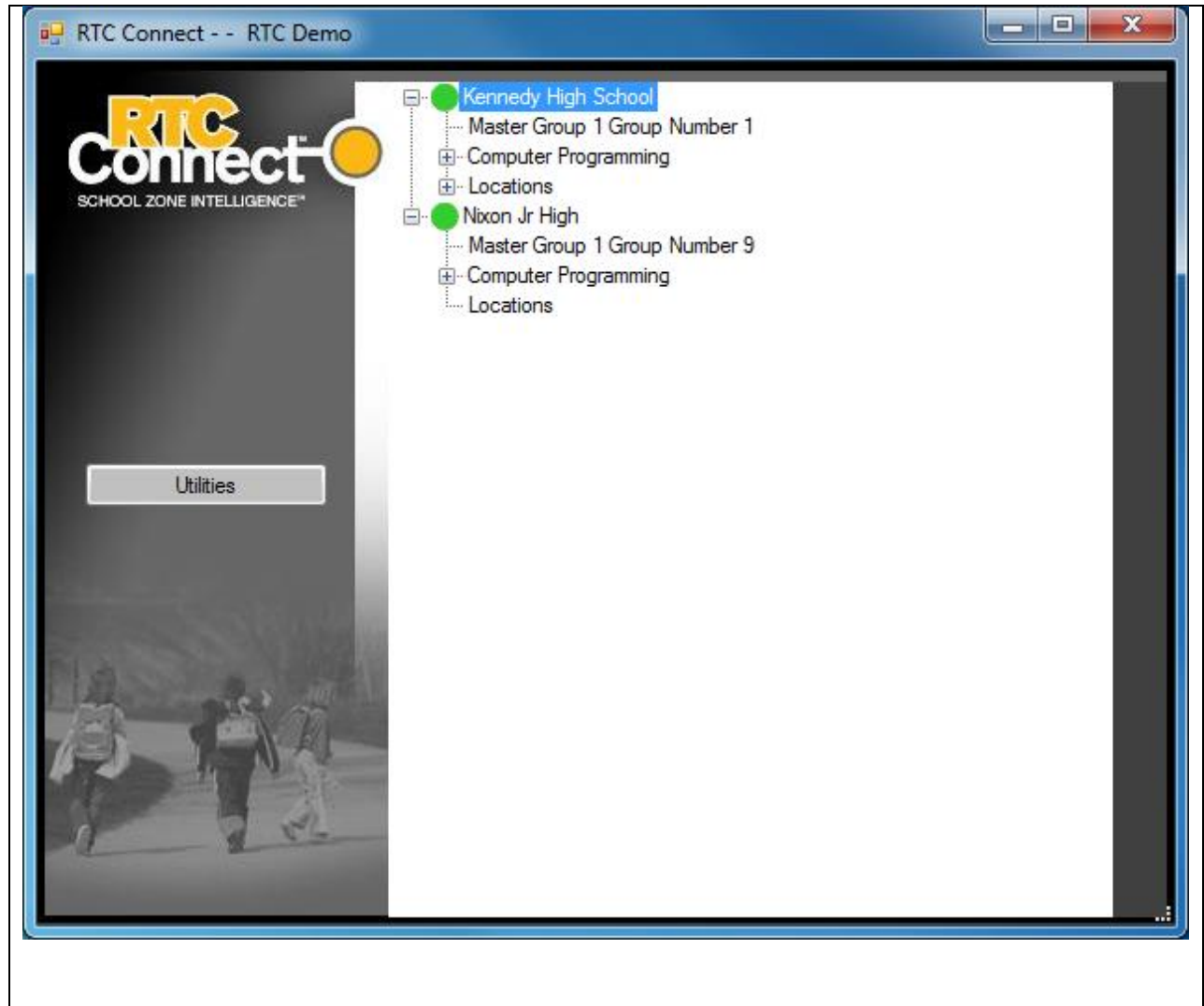
## RTC Connect Training Aid



Here you will enter the name of the group and select a group number from the drop-down menu. Click 'Finished' when done.

Notice the group 'Nixon Junior High' has now been added and is 'Group Number 9.' The red and green dots are explained later in the document.

# RTC Connect Training Aid

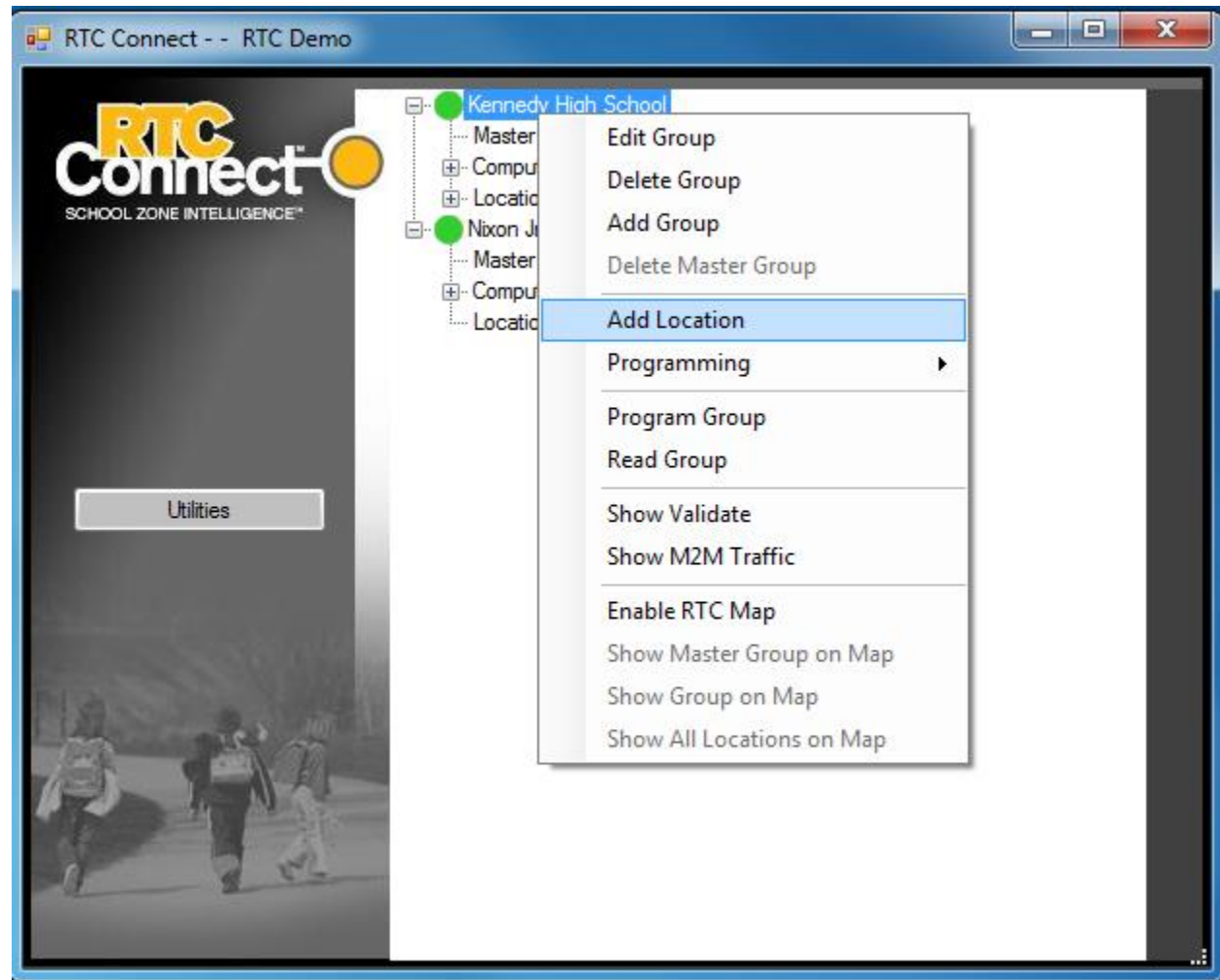


## RTC Connect Training Aid

### STEP 2

A location is where a time switch is placed. Typically, locations are actual flasher units on either end of a school zone.

To add a location right click the Group and select 'Add Location' button as shown below.



## RTC Connect Training Aid

**Edit Location**

Location Name  
MG 1 GP 1 LOC 4

Location Number  
4

Location Type  
Not Typed

Asset Tag  
Unassigned

Location Address  
Unassigned

**Communications Options**

Use M2M

IMSI Number

Use IP

IP Address  
192.168.1.1

Use Serial Port

**GIS Information**

Latitude  
Not Assigned

Longitude  
Not Assigned

Locate

Finished Cancel Save

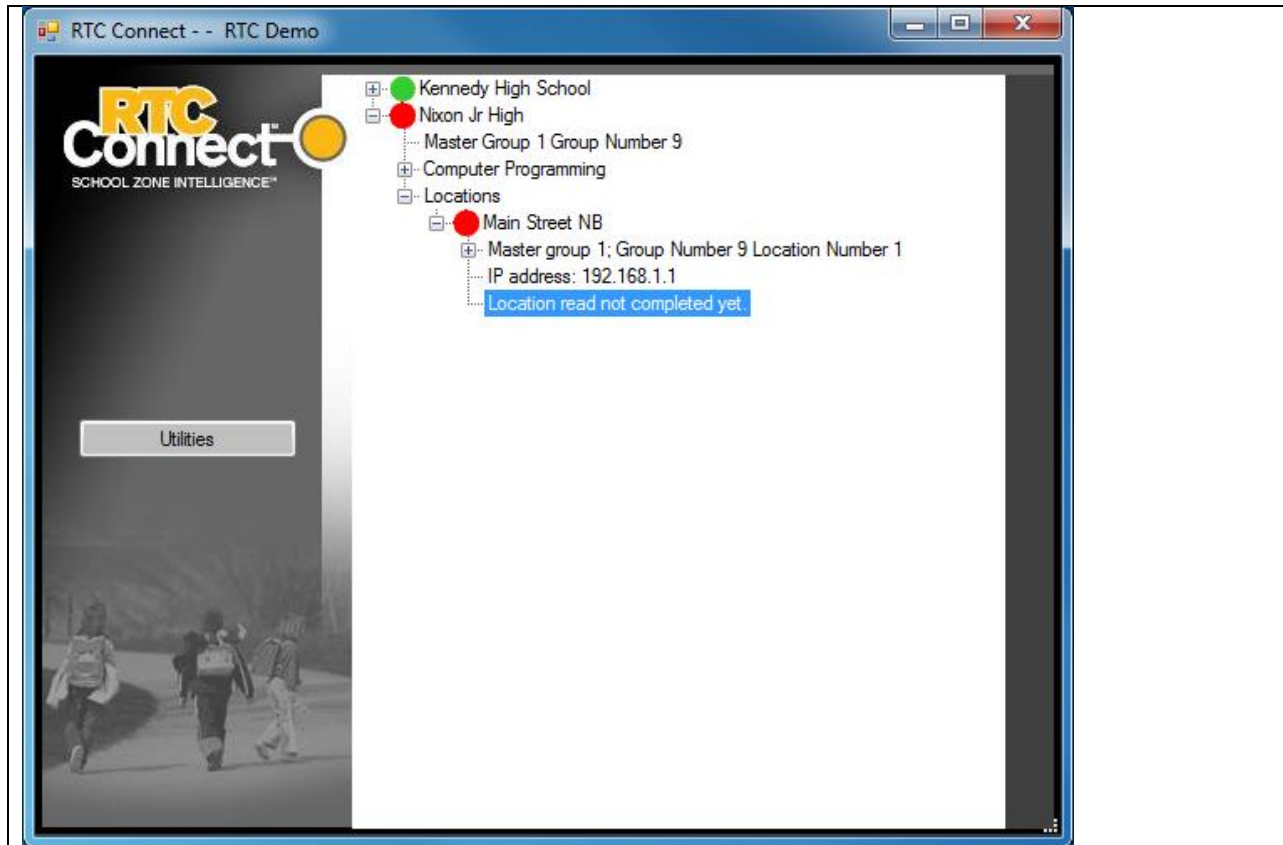
Enter the location name and number in this box.

There are three choices for communications, they are (1) 'Use M2M', or, (2) 'Use IP.' (3) Use Serial Port

- For IP connections add the IP address of the time switch, or the serial port converter if connected through a radio.
- For M2M connections, select the IMSI number of the modem on the time switch. The IMSI numbers are automatically added to your system and cannot be entered manually.
- For connections made directly to the clock by a serial cable or perhaps through a radio network connected to the serial port on the PC.

Click 'Finished' when done. You should see something like this:

# RTC Connect Training Aid



Notice that the location has been added. Repeat the procedure to add as many locations as are needed.

## Conclusion

At this point you have added a group and location to your database.